

## FREQUENTLY ASKED QUESTIONS

### When is the application deadline?

All applications must be received by April 28, 2017, by 11:59 p.m. EST  
Applicants should email their application to [QICLGBTQ@ssw.umaryland.edu](mailto:QICLGBTQ@ssw.umaryland.edu).

### What are the time frames for the QIC-LGBTQ2S local implementation site projects?

Local implementation sites (LIS) will be selected in May 2017. LIS will complete their implementation plans between May and July 2017. LIS will receive technical assistance (TA) in developing implementation plans (including logic models, research methodologies, and evaluation plans, etc.) and will work with the University of Maryland, Baltimore in finalizing mutually binding contractual agreements during this time period. LIS will begin implementation in August 2017. Dependent on continued federal funding, the QIC-LGBTQ2S local projects will continue through September 2021 with 12-month budget periods.

### Who can apply?

Eligible applicants are limited to state governments, county governments, and Native American tribal governments (federally recognized) that are responsible for administering the child welfare/foster care program throughout their jurisdiction. This competition is limited to the named entities because the purpose of these grants is to improve well-being, stability, and permanency of Lesbian, Gay, Bisexual, Transgender, Questioning, and Two-Spirit (LGBTQ2S) children and youth in foster care. Therefore, the grantees themselves need both the access and authority to assess and make changes in child welfare agencies. A designated state, county, or tribal government will lead the project as the primary applicant.

Primary applicants are encouraged to contract with private agency contributors as strategic partners to add additional expertise where child welfare services are provided in such partnerships. However, the inclusion of independent sub-awardees is prohibited (i.e., your subcontractor can be a vendor that provides expert services but does not independently manage part of the work). Individuals, foreign entities, and sole proprietorship organizations are not eligible to compete for, or receive, awards under this announcement.


The applicant is expected to be the lead agency, directly managing every aspect of the work, and may not subcontract this responsibility to another entity. The application must designate the lead staff person from the applicant agency. Each partnering agency must demonstrate recognition of and commitment to the applicant as the lead agency. The application also should include a designated lead staff from each partnering agency.

As primary applicants, child welfare agencies should lead and coordinate efforts between any strategic partners and steady and continuous communication, training, and technical assistance from the QIC-LGBTQ2S. A strong application should include how the primary applicant will coordinate and evaluate its evidence-based, evidence-informed, or promising practices programs and interventions; maintaining a continuous quality improvement; and sustain reporting requirements with the QIC-LGBTQ2S. In addition, primary applicants must show multilevel support from agency and government leadership.

### On what areas should we focus our application?

**Applicants may describe how they will address all of these focus areas below over the course of the four-year project. Applicants must select a minimum of two out of the five following focus areas:**

1. Appropriate methods for safe identification, assessment of individual needs, and data collection related to target population demographics and permanency, well-being, and placement stability outcomes, with attention to addressing confidentiality and privacy issues
2. Engagement in effective community, group, family, and individual services
3. Placement stability supports to children, youth, and caregivers, including families of origin in reunification situations

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4. Permanency innovations for those not reunified with families of origin
  5. Increased knowledge, competence, and responsiveness of youth with diverse sexual orientations and gender identities and expression (SOGIE) by agency staff, caregivers, and service providers in congregate care settings

At least one identified intervention must be a direct practice intervention for clients aimed at addressing the needs of children, youth, and/or caregivers and which can be measured at the child/caregiver-specific level. You may include additional interventions that are aimed at addressing systematic changes.

There is an expectation that applicants will assess their local efforts in meeting the needs of children and youth with diverse SOGIE in foster care and will demonstrate how this project will enhance these local efforts in the application process. There is also an expectation that the primary applicant will lead and coordinate all efforts and will work in close partnership with the QIC-LGBTQ2S.

### **What are the local implementation site (LIS) roles and responsibilities in the evaluation process?**

The QIC will collaborate with each local LIS to complete site-specific process and outcome evaluations for all selected interventions. This work also will be used as part of a cross-site evaluation. The QIC expects that these evaluation activities will contribute to the development of a knowledge base for evidence-based and promising practices for children and youth with diverse SOGIE, caregivers, and child welfare personnel who work with children and youth with diverse SOGIE. All applicants should provide initial methodologies considered for local evaluation, including proposed sample (including sample size), ability to access child welfare administrative data, willingness to collect primary data from youth, caregivers, and/or providers, additional evaluation measures and outcomes, and possible comparison groups. Although the QIC evaluation team will work with each LIS to develop and finalize feasible evaluation plans that are as methodologically rigorous as possible, sites that are able to clearly articulate evaluation plans will be awarded higher points in the evaluation section of the application.

Each site will identify a data manager who will be responsible for data collection and analysis activities. This position should be dedicated to the LIS implementation project for at least 20 percent FTE. Data collection and analysis activities will be dependent upon the type of intervention(s) chosen by the LIS. However, data collection, evaluation, and analysis activities may include one or more of the following: child welfare administrative data, Medicaid claims and other administrative data, surveys and focus groups/interviews that may be conducted at multiple time points, workforce data, and program-specific data.

### **What support will a LIS receive if selected?**

#### ***Training and Technical Assistance***

Selected LIS will enter into the QIC-LGBTQ2S Learning Collaborative (QLC). The QLC is designed to promote peer-to-peer learning, provide tailored culturally appropriate technical assistance (TA), and enhance the implementation process.

This will be accomplished through:

- Monthly conference calls
- Six face-to-face meetings that will rotate to selected LIS locations (costs covered by the QIC-LGBTQ2S)
- Supporting LIS through Plan-Do-Study-Act (PDSA) cycles focusing on specific changes and implementation supports needed to design, implement, and sustain programs, and improve outcomes for children and youth with diverse sexual orientation, gender identity, and expression (SOGIE) in foster care

Technical assistance includes:

- Culturally specific TA to selected American Indian/Alaskan Native (AI/AN) tribes
- Assistance in designing the LIS implementation, evaluation, and data collection/monitoring plans
- Access to a pool of national experts, including youth and caregivers from diverse communities, to provide flexible and responsive onsite and virtual TA to LIS sites
  - TA from consultants will be provided for limited periods at no cost to the LIS. \*Note—This does not include costs related to a selected intervention
- Support in identifying implementation barriers and strategies for addressing barriers
- Ongoing webinars, resources, and supports around the necessary implementation component, as well as strategies for successful implementation, data collection, and evaluation
- Base-line introductory training to the identified workforce and caregivers provided by the Ruth Ellis Center on:

- Connecting individual's work to increasing the health and safety of youth with diverse SOGIE in foster care
- Understanding the importance of focusing on SOGIE through statistics and storytelling from youth and parent perspectives
- Examining the impact of family work in the foster care context with youth with diverse SOGIE
- Practicing transferable tools for a variety of foster care and child welfare settings

### Evaluation Support

Selected LIS will receive evaluation support throughout the duration of the grant including:

- Access to national experts from diverse communities in child welfare research and program evaluation
- Collaborative support in developing detailed, site-specific, culturally appropriate, evaluation plans, research methodologies, and logic models
- Support in identifying data collection measures, instruments, and protocols
- Assistance with designing a culturally appropriate sampling strategy
- Assistance with enhancing local capacity for data collection and management
- Individual TA on data collection, monitoring, and evaluation
- Site-specific and cross-site implementation reports, as well as regular meetings to review findings and trends and to provide ongoing support sites with adherence to data collection and cleaning protocols
- A rigorous evaluation of promising practices designed to address the needs of children and youth with diverse SOGIE in foster care

### Funding Support

The QIC-LGBTQ2S will provide funding to accepted LIS to support the implementation of proposed interventions dependent on a mutually binding contracting process. This funding amount will vary depending on the number of sites selected. The sites will receive allocated funding by September 2017, December 2017, December 2018, December 2019, and December 2020. Annual QIC-LGBTQ2S funding to LIS could range from \$100,000 to \$300,000 depending on the number of project sites selected and their identified funding needs. Sites should include a specific funding request along with a detailed budget in the application process. The budget narrative should demonstrate that the primary applicant will function as the lead agency locally in all implementation efforts. Though primary applicants are encouraged to contract with private agency contributors as strategic partners, the inclusion of independent sub-awardees is prohibited.

### What is the selection process?

The QIC team and advisors, upon receipt, will review applications. The process will prioritize the selection of sites that represent variation in system type, organization and staffing structure, size of population of focus, placement types, permanency goals for the selected population, geographical representation, proposed interventions, as well as the organizational commitment to and capacity for implementing the proposed intervention. After the initial review, the QIC team will narrow the pool of applicants and may contact the finalists to arrange a virtual interview in early May 2017. Implementation sites will be notified of selection by late May 2017. Ideally, the LIS will represent a cross-section of state, local, and tribal child welfare agencies spanning all five focus areas discussed above.

### Whom do I contact if I have any questions?

Please contact the National Quality Improvement Center on Tailored Services, Placement Stability, and Permanency for Lesbian, Gay, Bisexual, Transgender, Questioning, and Two-Spirit Children and Youth in Foster Care at [qiclgbtq@ssw.umaryland.edu](mailto:qiclgbtq@ssw.umaryland.edu) or visit the website at [www.qiclgbtq2s.org](http://www.qiclgbtq2s.org).



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